



Student Assistant Job Description

Department:	Athletics	Supervisor:	
Job Title:	Gym Supervisor/ Attendant	Working Hours:	5-15/Week
Pay Level:	2	Hourly Pay Rate:	\$8.50

Job Summary (purpose or nature of work):
Monitor Gymnasium complex for scheduled hours.

- Job Duties:**
1. Must be able to work weeknights between 5-10:00 and/or weekends between 1-6:00 PM
 2. Must be proactive in maintaining gymnasium
 3. The supervisor will report all unauthorized personnel using the gym to the Athletic Staff or Public Safety. It is not the duty of the attendant to place themselves in a confrontational situation.
 4. Must constantly monitor the equipment for problems
 5. Clean all equipment once during their shift and must make sure all lifters rack their weights
 6. Must not leave the gym during their shift except for a bathroom break
 7. At the end of shift the gym must be cleared and locked

- Required (or Preferred) Skills, Knowledge, and Abilities:**
1. It is expected that the gym supervisor will attend all in-service training sessions required by Associate athletic director
 2. Must have current Professional CPR certification through American Red Cross or recognized equivalent organization

- Type of Supervision Required:**
- Direct Supervision** - Student receives immediate, close and regular supervision
- General Supervision** -- Student receives some delegation of responsibility and independence

Signatories below denote that this position description is an accurate statement of the duties and responsibilities assigned to this position.

Student's Signature: _____ Date: _____

Supervisor's Signature: _____ Date: _____